

# Damage Assessments: Public Assistance (PA) Program

Incident Period: July 31 – August 5, 2020

## Tropical Storm Isaias

Presented by the

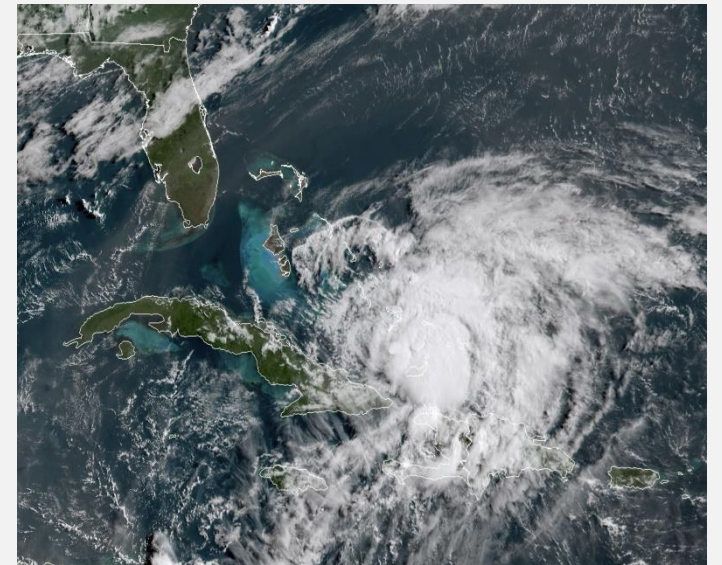
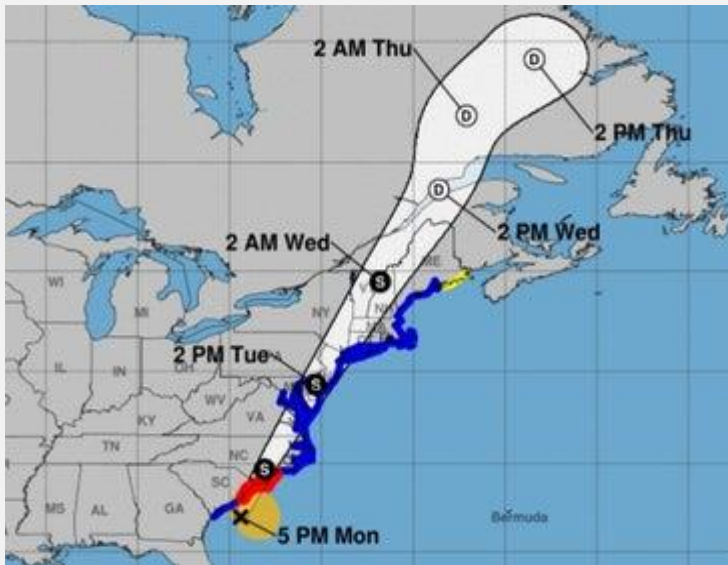
Finance and Recovery Sections of the  
Virginia Emergency Support Team (VEST)



Virginia Department of  
**Emergency Management**

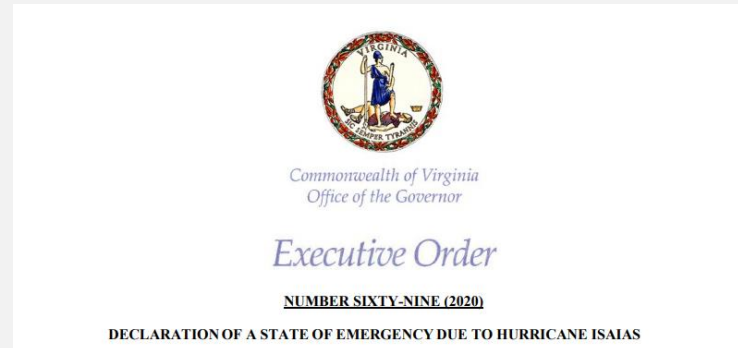
# Agenda

- Executive Order and Sum Sufficient
- Submission of Damage Assessments– [VirginiaPA.org](http://VirginiaPA.org)
- Overview of Resources Available



# State Declaration

- On July 31, 2020 Governor Northam declared a State of Emergency for the Commonwealth of Virginia in preparation for Hurricane Isaias.
  - Executive Order Sixty-Nine
  - <https://www.governor.virginia.gov/media/governorvirginiagov/executive-actions/EO-69-Declaration-of-a-State-of-Emergency-Due-to-Hurricane-Isaias.pdf>
    - Authorization of a maximum of \$1,000,000.00 in state sum sufficient funds for state and local government mission assignments and state response and recovery operations authorized and coordinated through the Virginia Department of Emergency Management.
    - Included in this authorization is \$500,000.00 for the Department of Military Affairs, if it is called to State Active Duty.



# Public Assistance Threshold

- Threshold for federal assistance is  $\$3.84 \times$  (2010 Census Population)
- State threshold for federal assistance is - \$12.2M
  - Must have both to receive federal assistance
- Threshold for state assistance is  $\$4.00 \times$  (2010 Census Population)
  - At Governor's Discretion
  - Only local costs (not state agency costs) are eligible towards the state assistance threshold for each locality.



# Sample County Example

County Population (2010 Census)	Consumer Price Index Cost Per Capita	Local cost threshold to be eligible for FEMA Public Assistance Grants	State Threshold of \$12.1 M met?
54,151	\$3.84	\$207,939.84	Yes

Sample County Costs During Incident Period	
EOC Staffing	\$5,000
Response calls	\$2,000
Rented equipment	\$1,500
EOC Meals	\$1,500
<b>Total</b>	<b>\$10,000</b>

Other Costs Incurred*	
Virginia Department of Transportation	\$150,000
Sample Community College	\$20,000
Sample Power	\$20,000
National Guard	\$20,000
<b>Total</b>	<b>\$220,000</b>

\*Costs incurred by other eligible state agencies and private non-profits **within the jurisdictional boundary.**





# Requirements

- Participants for State PA may be eligible if they can demonstrate that they are incapable of covering the full cost due to financial hardship
  - The cumulative effect of recent disasters during the preceding 12 months may also be considered for eligibility purposes (i.e. COVID-19)
  - In order to demonstrate financial hardship, a letter must be submitted detailing the inability to cover the cost of the Hurricane Isaias Event
- Must meet the state assistance threshold
  - Only local costs are eligible

<https://law.lis.Virginia.gov/vacode/title44/chapter3.2/section44-146.28/>



# Damage Assessments

- Mechanism used to determine the impact and magnitude of damage and the resulting unmet needs of individuals, businesses, the public sector, and the community as a whole
- Costs to include:
  - Personal Services (Regular and Overtime)
  - Travel, Meals, Lodging
  - Contractual Services
  - Supplies/Materials
  - Transportation
  - Equipment
  - Other



# Categories of Work

- Emergency work: Addresses an immediate threat/damage caused by incident
  - Category A: Debris Removal
  - Category B: Emergency Protective Measures
- Permanent work: Restoration of to Pre-disaster condition
  - Category C: Roads/bridges
  - Category D: Water control facilities
  - Category E: Buildings/equipment
  - Category F: Utilities
  - Category G: Parks, recreational, and other facilities





# Category A- Debris Removal:

- Debris includes, but not limited to, vegetative debris, construction/demolition debris, sand, mud, silt, gravel, rocks, boulders and vehicle and vessel wreckage.
- Eliminate threat to lives, public health and safety.
- Eliminate threat of significant damage to improved property.
- Ensure economic recovery of the affected community.
- Removal of debris from private property is not eligible for reimbursement without approval.



# Estimating Debris Piles:

- Length = \_\_\_\_\_ ft
- Width = \_\_\_\_\_ ft
- Height = \_\_\_\_\_ ft
- $(L \times W \times H) / 27 =$  \_\_\_\_\_ Cubic yard (CY)
- # of sites = \_\_\_\_\_

**\*\*Quick estimate for H = use your own height and stand next to the pile!**



Virginia Department of

Emergency Management

# Category B- Emergency Protective Measures:

- Actions taken by a community before, during and following a disaster
- Eliminate or lessen immediate threat of significant damage to improved property
- Saving lives and protecting public health and safety
  - EOC
  - SAR, medical care/transport, fire fighting
  - Security such as barricades
  - Dissemination of information to the public



# Category C- Roads and Bridges:

- Actions to Repair:
  - Maintained Culvert/Drainage Structures
  - Maintained Associated Facilities
  - Maintained Roads
  - Maintained Bridges



# Category D- Water Control Facilities:

- Facilities built for the purposes of:
  - Irrigation, interior drainage
  - Storm water management, flood control
  - Fish/wildlife habitat
- They include:
  - Levees, aqueducts
  - Dams & Reservoirs
  - Pumping facilities
  - Retention/detention basins



# Category E- Buildings & Equipment:

- Administrative Centers
- Buildings, including:
  - Structural & non-structural components, including mechanical, electrical and plumbing systems
  - Contents and equipment within the building
  - Furnishings
- Equipment includes:
  - Vehicles
  - Construction equipment
- Schools & Hospitals





# Category F- Utilities:

- Water treatment and delivery
- Power generation and distribution
  - Poles, guys, and cross-arms of damaged conductor(s)
- Sewage collection and treatment plants
- Communications
- Loss of revenue is not an eligible cost
- Costs need to be allocated to jurisdiction in which they incurred



# Category G- Parks, Recreational & Other:

Parks and Recreational plus facilities that do not fit in Categories C-F including:

- Mass transit facilities such as railways
- Golf courses, swimming facilities, piers, docks, cemeteries etc.
- Improved and maintained beaches
- Other improved and maintained features



# Types of Eligible Costs:

- Directly tied to the performance of eligible work (e.g. force account labor, equipment costs, contractors, supplies, etc.)
- Reduced by all applicable credits (Insurance, salvage values)
- Necessary and reasonable to accomplish the work performed. FEMA determines reasonableness by evaluation of costs submitted.
- Adequately documented and compliant with Federal, State and Local laws and regulations; including procurement, environmental, permitting, and/or historic preservation.



# How to submit your damage assessment:

- Step 1: Contact the Recovery team by sending an email to [Recovery@vdem.Virginia.gov](mailto:Recovery@vdem.Virginia.gov) regarding your intent to submit a damage assessment on behalf of your organization.
- Step 2: Log-in or Register for an account in <https://virginiaPA.org>
- Step 3: Create your damage assessment
- Step 4: Create your damage sites and upload documentation
- Step 5: Submit your damage assessment for VDEM review

## Step 2: Log-in or Register for Access



# Virginia Public Assistance

VirginiaPA.org manages the Public Assistance (PA) grant in Virginia. The system manages the PA process from application through closeout.

### Returning User Login:

Email:

Password:

☐ Remember me

Sign In

Register

[Forgot Login?](#)

## Login

This is the login screen. Enter your email address and password here.

If you do not have an account, click the **Register for Access** link to register for the site.

## Register for Access

This is the registration screen. **All boxes highlighted in red must be completed before submitting the form.**

### Register for Access

Name Prefix:

First Name:

Middle Name:

Last Name:

Name Suffix:

Title:

Email:

Phone - Business:

Is Direct Line:

Is the number indicated above a direct line to this contact?

Phone - Fax:

Phone - Cell:

Request Type:

Do you represent a local agency?

☐ No ☒ Yes

Applicant Organization:

Requested Permission Level:

Reason for Requested Access:

**Virginia Public Assistance**

VirginiaPA.org manages the Public Assistance (PA) grant in Virginia. The system manages the PA process from application through closeout.

**Returning User Login:**

Email:

Password:

☐ Remember Me

[Sign In](#) [Register](#)

[Forgot Login?](#)

1. If you have an account, but cannot remember your password click **“Forgot Login?”**
2. That will take you to the **Retrieve Account Information** screen where you will input your email address and wait for the emailed instructions.

**Retrieve Account Information**

- Open Grants
- PA Applicant Resources
- PA Administrative Plan
- PA Program Information
- Training
- FEMA 9500 Series

**Retrieve Account Information**

Forgotten your Password or Username? Enter your email address in the form below and your login details will be emailed to you. Please note, this action will reset your password.

Email Address:

[Send Information](#)



ACCOUNTS PROJECTS FINANCES

Robert Coates logged in as VDEM Grants [LOGOUT](#)

# My Home

Quick Start Guides?

Welcome to VirginiaPA.org! To view training videos, reference user guides, or submit a support ticket, see the help icon located in the top-right corner of the screen ( ).

Open Grants

Quick Search:

12 results

▼ Grant #	Grant Name	Applicant Name	Proj Count
1655	Severe Storms, Tornadoe...	Virginia Department of Emergency Management	4
1661	Severe Storms and Flood...	Virginia Department of Emergency Management	7

Applicant You Represent

> Virginia Department of Emergency Management

New Request for Assistance

My Inbox Summary

> [Inbox](#) | 0 total

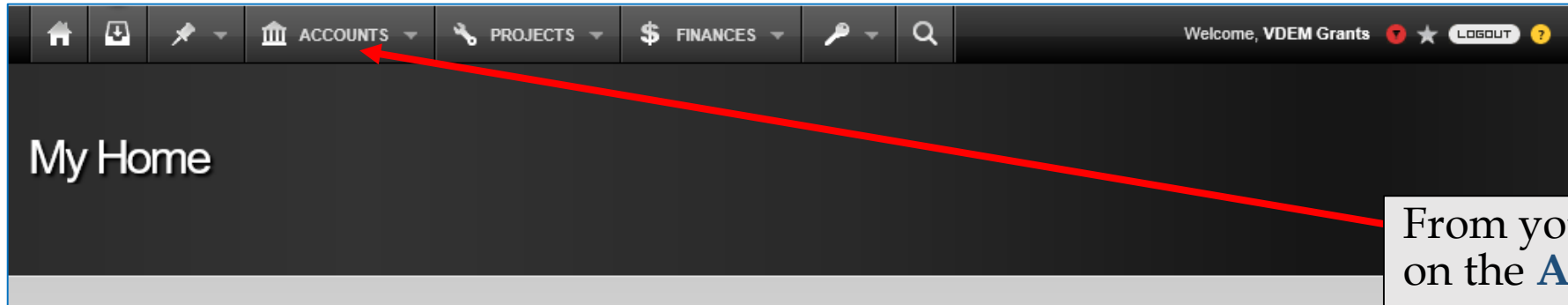
> [Drafts](#) | 2 total

Next 5 Quarterly Reports (PA) Due

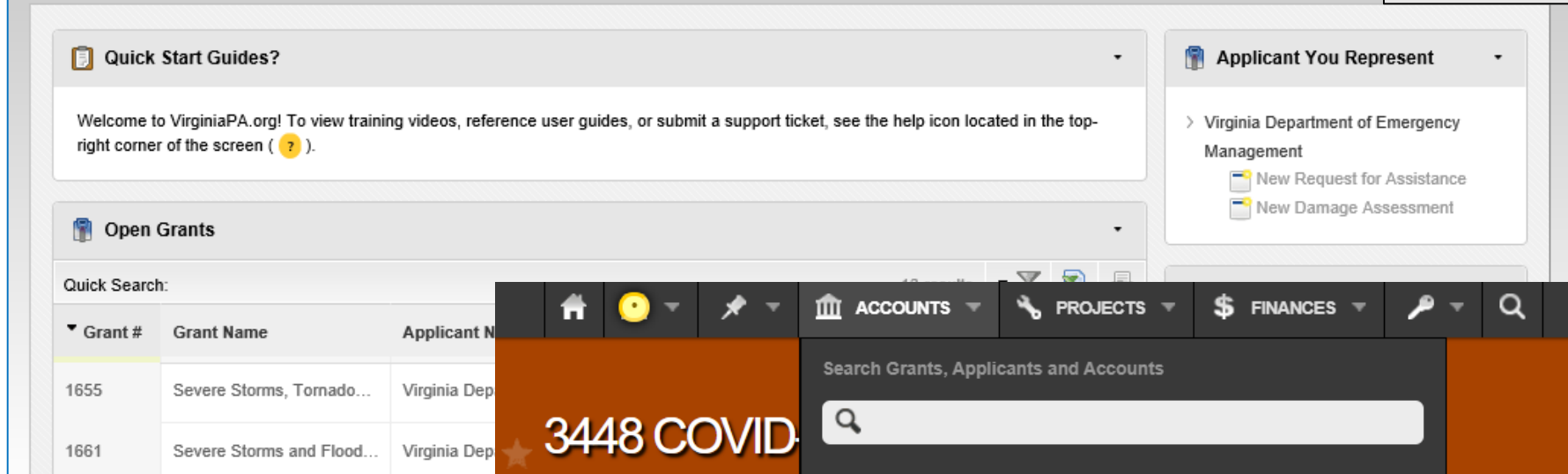
## My Home

After logging in you will come to your **Homepage**. Your **Homepage** will feature all of the grants attached to you as an Applicant user.

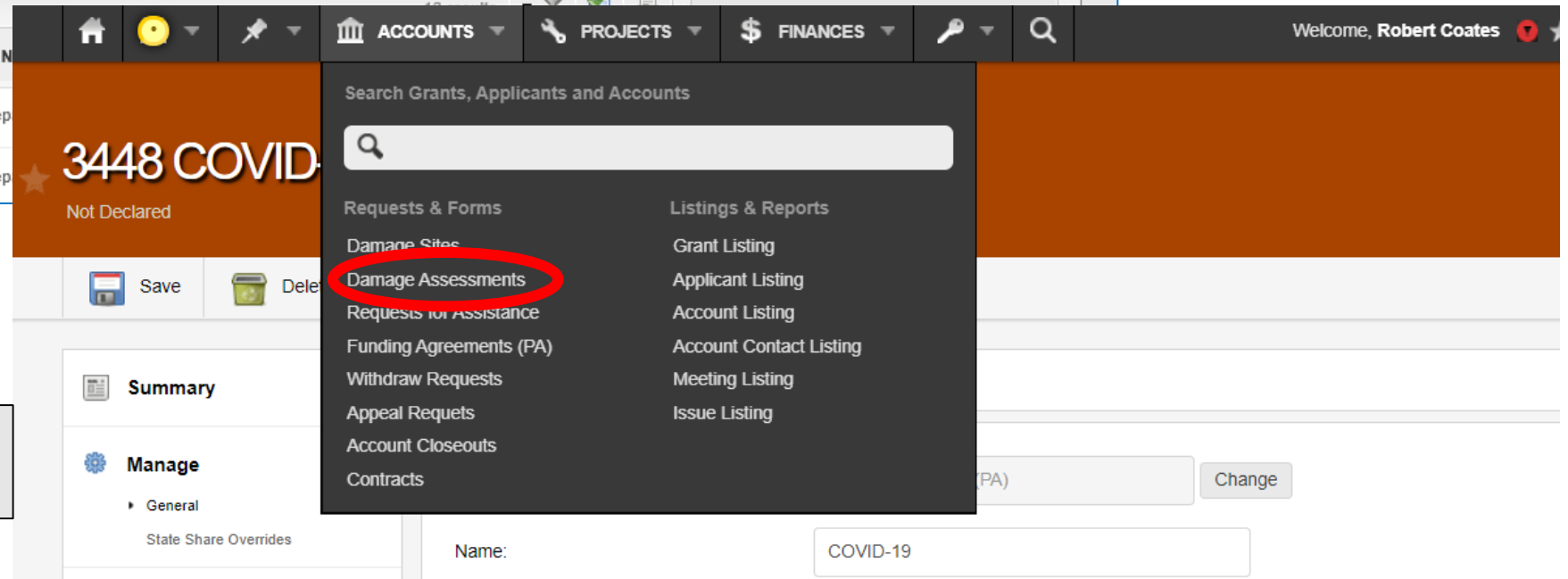
### Step 3: Create a Damage Assessment



From your **Homepage** click on the **Accounts** tab



From the accounts tab click on the “**Damage Assessments**”



# Damage Assessments

Save as Menu Preset **New Damage Assessment**

Quick Search: 3 results

Grant #	Applicant	Sequence #	Assessment Date	Applicant Con...	State Contact	Workflow Step
---------	-----------	------------	-----------------	------------------	---------------	---------------

Complete this Damage Assessment form, then click on the Save button in order to add individual Damage Sites prior to Advancing.

Assessment Date:

Disaster:

Applicant:

Applicant Primary Contact:

Full Name:

Email:

Phone:

PDA Team Lead:

Total Annual Budget: \$

Annual Maintenance Budget: \$

Click on the **New Damage Assessment** Tab

PDA Team Lead is your assigned VDEM POC.

All red boxes must be completed to the best of your ability. If you are not sure of your budget numbers, please insert "0" as an initial placeholder until that information can be accurately updated.

# Create New Damage Assessment

When the form is completed, click the **Create** tab.



Describe damages that constitute a health and safety hazard to the general public?

Describe the different populations adversely affected either directly or indirectly by the loss of public facilities or damages?

Describe the economic impact?

Did previous state or local hazard mitigation measures reduce otherwise eligible costs?

Can the potential sub-grantee respond and recover from the damages quickly and without a degradation of services?

What is the impact on Public Services if a declaration is not granted?

While all fields are not required to continue to the next step, we request that they are filled out as accurately and completely as possible.

These questions help provide context to your application by describing disaster-related impacts, which is needed when justifying the request for assistance to FEMA.

## Step 4: Create Damage Sites\*

FEMA3404EM Hurricane Florence (PA) > Virginia Beach, City of

### Damage Assessment #3 - Hurricane Florence - Virginia Beach...

Routing in Progress: Submission (Step 1 of 4)

Submit New Damage Site

Summary

\* Form

Damage Sites >

- Damage Site
- Category of Work Breakdown

Notes

Documents

Workflow

History

Damage Sites

Quick Search: 0 results

Location	Name	Cat	Amount	Submitted Date	Submitted By
No Results					



Click “**New Damage Site.**” You may create as many damage sites as you like under each Damage Assessment.\*


A Damage Assessment is now created, click on the form tab to add a **Damage Site.**


\*Helpful Hint, add one damage site for the following:

1. Overtime Labor
2. Contract Support
3. Supplies and Equipment
4. Travel/Lodging/Meals


# Create New Damage Site

 Create  Cancel

 **\* Form** >

 **Form**

**\*Select the FEMA Category of Work**

Category: 

Site Name:


Address of Damaged Property


Address:


City:

Select One

- A - Debris Removal
- B - Emergency Protective Measures
- C - Roads and Bridges
- D - Water Control Facilities
- E - Public Buildings & Equipment
- F - Public Utilities
- G - Parks, Recreational Facilities, and Other Items
- Z - State Management Costs
- H - Fire Management

 **Form**

Category: 

Site Name: 

Address of Damaged Property

The Site Name should be a naming convention that makes it easy for you and VDEM to track.

EOC Costs	Supplies and Materials
Travel, Meals, and Lodging	Public Information on Health and Safety
Equipment	Personal Services
Transportation	Contractual Services





EDITING

# Damage Site



Back to Damage Assessment



Save



Set on Hold



Delete



Create Another Damage Site



Labor Amount:

\$

Equipment Amount:

\$

Materials Amount:

\$

Contract Amount:

\$

100,000.00

Other Amount:

\$

Has Insurance:

Estimated Eligible Damage Amount:

\$100,000.00

Validation Level:

Estimates in these fields **must** be able to match up with the supporting documentation that is uploaded.  
***Estimates without supporting documentation will not be accepted.***

## Notes & Comments

[Add Note](#)

There are currently no notes.

[Be the first to add one](#)

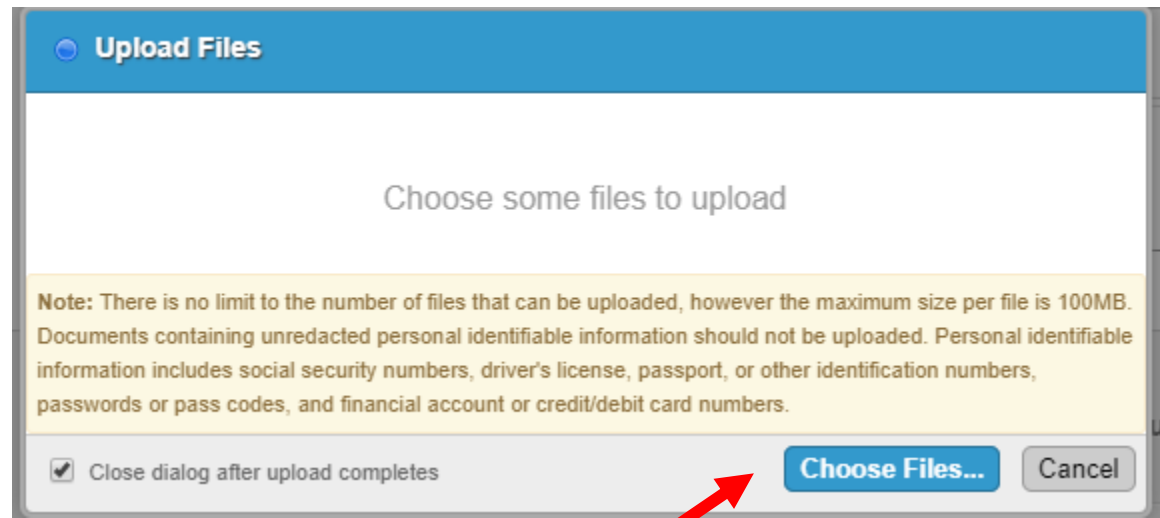
## No Uploaded Documents

[Add Document](#)

No Issues

[Add Issues](#)

An add document function is available at the bottom of each damage site to upload your supporting documentation



No Uploaded Documents

Add Document

# Damage Site



Back to Damage Assessment



Save



Set on Hold



Delete



Create Another Damage Site



Damage Description:

Scope of Work:

***Description of Damages/Costs:***

Examples:

- Overtime labor for police working during the protests
- Lodging and meals for police working during the protests
- Contract support for additional security
- Labor costs for cleaning
- Purchase of additional face masks and other PPE to keep public safety personnel safe

Virginia Public Assistance  
PDA Summary of Damages for Potential Sub-Grantee

Category	Inspected		Projected		Total	
	# of Sites	Cost	# of Sites	Cost	# of Sites	Cost
A - Debris Removal	0	\$0.00	0	\$0.00	0	\$0.00
B - Emer. Prot. Meas.	0	\$0.00	3	\$300,000.00	3	\$300,000.00
<b>Emergency Work Sub-Total</b>						<b>\$300,000.00</b>
C - Roads & Bridges	0	\$0.00	0	\$0.00	0	\$0.00
D - Water Control Facilities	0	\$0.00	0	\$0.00	0	\$0.00
E - Buildings and Equipment	0	\$0.00	0	\$0.00	0	\$0.00
F - Utilities	0	\$0.00	0	\$0.00	0	\$0.00
G - Parks; Other	0	\$0.00	0	\$0.00	0	\$0.00
<b>Permanent Work Sub-Total</b>						<b>\$0.00</b>
<b>Cumulative Emergency/Permanent Work Total:</b>						<b>\$300,000.00</b>

Damage Sites are rolled up into PDA report. As this example suggests, there will only be Category B costs reflected.\*

\*Should the disaster declaration evolve to include other categories, we will notify applicants accordingly.

**Step 5:** Submit your Damage Assessment once all of your damage sites are submitted by clicking the “**Advance**” tab.

ACCOUNTS

PROJECTS

FINANCES

Welcome, Robert Coates [LOGOUT](#)

FEMA3404EM Hurricane Florence (PA) > Virginia Department of Emergency Managemen...

# Damage Assessment #2 - Hurricane Florence - Virginia Depart...

Routing in Progress: State PDA Lead Review (Step 2 of 4)

Advance

Return

Set on Hold

Deny

Delete

Summary >

Form

Damage Sites

Notes

Documents

Workflow

History

Damage Assessment Details

This form allows reporting Preliminary Damage Assessment information.

Total Amount:	\$300,000.00
Damage Site Count:	3

Workflow Summary

Current Step:	2) State PDA Lead Review Description: Lead Review	
Last Advanced:	Sep 18, 2018 at 6:11 AM by VDEM Grants	0 days ago
Submission:	Sep 17, 2018 at 10:11 PM by Robert Coates	1 day ago

Grant

FEMA3404EM Hurricane Florence  
Public Assistance  
Declared: September 11, 2018

Applicant

Virginia Department of Emergency Management  
State Agency Location  
FIPS #: 000-U7YXQ-00  
FEIN #: 54-6002286  
Vendor #:  
DUNS #: 809740020  
Type: State Agency (PeopleSoft) (Agency)  
Physical/Mailing: 10501 Trade Court  
North Chesterfield, VA, 23236

# Initial Assessment Submittal

- Please submit initial Cost Recovery/Damage Assessments were to be submitted in VirginiaPA.org by Friday August 7, 2020, abiding by the 72 hour timeline in the COVEOP.
- If you have not yet submitted, please submit as soon as possible.



# Resources and Next Steps:

- Take advantage of our Public Assistance resource library, including Job Aids and Cost-Tracking templates <https://virginiapa.org/site/resources.cfm>
  - **Preliminary Damage Assessment Information**
    - Damage Assessment Guidance(PDF)
    - Damage Assessment Guidance VirginiaPA Slide Deck(PPT)
    - Damage Assessment Operations Manual(PDF)
    - Preliminary Damage Assessment Standard Operating Procedures (SOP)(PDF)
    - Virginia - Damage Assessment Recovery Support Function (RSF)(PDF)
    - Virginia - Damage Assessment Information Guide(PDF)
- Visit the disaster-specific website for this event <https://www.vaemergency.gov/hurricane-isaias>

# Support for State Public Assistance (SPA) Events:

For assistance, please utilize the following contacts:

Agency	PA/Recovery Coordinator	Email
Regions 1, 5	Michelle Daschner	<a href="mailto:Michelle.Daschner@vdem.virginia.gov">Michelle.Daschner@vdem.virginia.gov</a>
Regions 4 & 6	Jennifer Dillon	<a href="mailto:Jennifer.Dillon@vdem.Virginia.gov">Jennifer.Dillon@vdem.Virginia.gov</a>
Regions 2, 3, & 7	Marcus Grant	<a href="mailto:Marcus.Grant@vdem.virginia.gov">Marcus.Grant@vdem.virginia.gov</a>
State Agencies	Recovery Section	<a href="mailto:recovery@vdem.virginia.gov">recovery@vdem.virginia.gov</a>

